3 October 1979

SUBJECT: APEX Control Organization

1.   The APEX organization consists of two elements--an APEX Steering Group, and a small permanent staff (3-4 professionals) serving the Special Assistant to the DCI for Compartmentation (SA/DCI/C) who will also serve as the Chairman of the APEX Steering Group.

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2.   This organization will have principal responsibility for:

a.   Development of common security and access standards for managing and handling foreign compart- mented intelligence systems, information, and products.

b.   The establishment of special access programs to control access, dissemination, and protection of particularly sensitive intelligence sources and methods.

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3.   In carrying out these responsibilities, the SA/DCI will task those organization in the Community which currently have responsi- bilities pertaining to compartmented intelligence programs. These are the DCI Security Committee, the SIGINT Committee, COMIREX, and the managers of operational programs. The Steering Group will serve primarily as the energizer, monitor and arbiter of the various activities established by the APEX system. The actual formulation and administration of APEX policies, guidelines, and procedures will be carried out by the relevant DCI Committee. Formulation and adminis- tration of compartmented security policies, for example, would be the responsibility of the Community Security Group of the DCI Security Committee. Tab A provides a listing of the APEX organization's general responsibilities and the Community organizations that will

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be tasked to implement them.

APEX Steering Group

4.   The APEX Steering Group will be a Community organization. Its core membership should consist of the SA/DCI as Chairman and representatives from CIA, DIA, NSA, OSD, and NRO. In addition, State, the military services (Army, Navy, Air Force), as well as the Security

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Committee, COMIREX, and the SIGINT Committee should also be repre-
sented. The D/DCI/RM may wish to participate because of RMS
responsibilities for Information Handling Systems and because of
the resource requirements associated with the APEX central registry
and the conversion of computer and communications programs. The
core group will function as an Executive Committee with the require-
ment that all documentation and studies produced under its auspices
must receive coordination with the full membership of the Steering
Group. Certain documentation and studies specified in the NFIB-
approved report on the APEX system must also be submitted to the
NFIB for its formal review and DCI approval. [   ]   25X1

The APEX Control Staff

5. The APEX Control Staff should be representative of the Intel-
ligence Community and not be dominated by any single agency. Assign-
ments to the Staff should be on a nonrenewable, rotational basis so
that a tenured staff does not develop. During the initial period at
least, the leader of the organization (SA/DCI/C) should be a senior
officer from the production side of the Community. [   ]   25X1

6. Given the small size of the permanent staff, it should
function very much as a team effort. The responsibilities of the
organization can be divided into four general areas, one of which
would be the primary but not necessarily the sole responsibility of
each of the four permanent officers. These areas are:

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      a. Policies and Procedures
      b. Access and Product Standards
      c. Computer and Communications Programs
      d. [   ] Control Projects [   ]   25X1

The specific activities in each grouping are shown in Tab B.

APEX CONTROL ORGANIZATION

Responsibilities	Community Action Units
1. Overall responsibility for the APEX security control system and policies.	° Community network of APEX Control Officers ° DCI Security Committee, COMIREX and SIGINT Committee
2. Staff for DCI the reviews and approvals required for programs contained in the APEX system, including projects approved 25X1 for [____] dissemination controls.	° Community Senior Intelligence Officers ° SAFSS, Navy, NSA
3. Oversight of APEX matters in organizations outside the Intelligence Community including access certifications, briefings and indoctrination, and foreign liaison.	° Special Security Center, Office of Security, CIA ° DCI Collection Tasking Staff ° COMIREX and SIGINT Committee
4. Develop APEX policy and procedural manuals and coordination of supplementary manuals or procedures developed by participants in the APEX system.	° DCI Security, COMIREX and SIGINT Committee ° SAFSS, Navy, NSA
5. Develop 4C Control System, the Central APEX Access Registry, and review and staffing of APEX access certifications.	° CIA Office of Security, Compartmented Information Branch, and Office of Data Processing ° DCI Security Committee ° Senior Intelligence Officers
6. Policy direction and guidance for the network of APEX Control Officers, 25X1 APEX Security Officers and [____] Control Officers.	° DCI Security Committee ° COMIREX ° SIGINT Committee

APEX CONTROL ORGANIZATION

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│     SA/DCI      │- - - - - - - - - - - - - ┐
│      FOR        │                          │
│ COMPARTMENTATION│                          │
└─────────────────┘                          │
         │                          ┌────────────────────────────────┐
         │                          │     APEX STEERING GROUP        │
         │                          │  CIA  DIA  OSD  NSA  NRO        │
         │                          │  - - - - - - - - - - - - - -    │
         │                          │   State, Army, Navy,           │
         │                          │   Air Force, COMIREX,          │
         │                          │  SECOM, SIGINT Committee       │
         │                          └────────────────────────────────┘
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APEX CONTROL STAFF

Policies & Procedures	Access and Product Standards	Computer Communications Systems	Control Projects
- Liaison with DCI Committees	- Access Certifications	- 4C Control System	- [ ]
- Security Policy Manuals	° Operational Compartments	- Central Access Registry	° Standards
- User Manuals	° Operational Subcompartments	- Computer Programs	° Nominations and Certification
- Decompartmentation and Sanitization Guidelines	° Product Compartments	- Communications Systems	° Control Network
	- Documentation		° Annual Review
	- Document Control Procedures		- APEX HUMINT
	- Codeword Markings		

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